

ROUTING AND TRANSMITTAL SLIP			Date
TO: (Name, office symbol, room number, (Bldg.))		Initials	Date
1. [Redacted]		cm	4/11/79
2. <i>AC/PMG</i>		<i>HPM</i>	11 Oct
3. <i>Regisrny</i>			
4.			
5.			
Action	File	Note and Return	
Approval	For Clearance	Per Conversation	
As Requested	For Correction	Prepare Reply	
Circulate	For Your Information	See Me	
Comment	Investigate	Signature	
Coordination	Justify		
REMARKS			
<i>Pls call [Redacted] to see what he wants</i> <i>He wants to add the word "component" in front of "ADP" in our proposed revision of para (4)(f) of [Redacted]. This is being done to separate component and ADP responsibilities for AD systems. [Redacted] agreed with this change and [Redacted] was so advised.</i> <i>19/11/79</i>			
DO NOT use this form as a RECORD of a [Redacted] clearances, and similar actions			
FROM: (Name, org. symbol, Agency/Post)		Room No.—Bldg.	
[Redacted]		Phone No.	
5041-102 * U.S. G.P.O. 1977-241-530/3090		OPTIONAL FORM 41 (Rev. 7-76) Prescribed by GSA FPMR (41 CFR) 101-11.206	

**MEMORANDUM  
OF CALL**

TO:

*Pat*

☒ YOU WERE CALLED BY— ☐ YOU WERE VISITED BY—

OF (Organization)

*2D0109*

☒ PLEASE CALL → PHONE NO. CODE/EXT. ☐ FTS

☐ WILL CALL AGAIN

☐ IS WAITING TO SEE YOU

☐ RETURNED YOUR CALL

☐ WISHES AN APPOINTMENT

MESSAGE

*Re.*

*Proposed ADP Management*

RECEIVED BY

*CT*

DATE

*10/9*

TIME

*9.50*

OS REGISTRY

\*FILE

29 AUG 1979

MEMORANDUM FOR: Acting Chief, Regulations Control Division

FROM:

Acting Chief, Policy and Plans Group  
Office of Security

SUBJECT: Proposed Automatic Data Processing  
(ADP) Management

REFERENCE: Routing and Record Sheet from AC/RCD,  
dated 13 August 1979, same subject

In response to your request for comments regarding proposed  
the Office of Security recommends the following:

Page 8, paragraph (4)(f) - add a subparagraph  
designated (4)(f) which would read: "Ensuring that  
all ADP systems are in compliance with existing  
security regulations and procedures."

The remaining subparagraphs of paragraph (4) on  
pages 8 and 9 will have to be redesignated beginning  
with "(g) Validating Terminal Requests" and including  
redesignation of the following two subparagraphs as  
(h) and (i).

Distribution:

Orig - Adse

① - OS Reg

1 - PPG Chrono

OS/P&M/PPG cbt  
29 August 1979

OS 9 2029-A

(Att: OS-9-2029)

CONFIDENTIAL

AUG 24 1979

REFERENCE

25X1 MEMORANDUM FOR: [REDACTED]

PPG/P&M/OS

25X1 FROM: [REDACTED]

Acting Chief [REDACTED]

Information Systems Security Group, OS

25X1 SUBJECT: [REDACTED]

Proposed [REDACTED]  
Automatic Data Processing Management [REDACTED]

25X1 This office has reviewed a draft of the proposed  
[REDACTED] Automatic Data Processing Management, and recommend  
that the following addition be made:

Page 8, para 4(e) to read "Ensuring that all  
ADP systems are in compliance with existing security  
regulations and procedures."

25X1 Page 8, para 4 - redesignate letters of remaining  
subparagraphs as appropriate. [REDACTED]

25X1 [REDACTED]

25X1 [REDACTED]

25X1 [REDACTED]

CONFIDENTIAL

**ROUTING AND TRANSMITTAL SLIP**

Date

TO: (Name, office symbol, room number, building, Agency/Post)		Initials	Date
1.			
2.	PPG/P&M/OS		
3.			
4.			
5.			

Action	File	Note and Return
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Comment	Investigate	Signature
Coordination	Justify	

**REMARKS**

*deadline COB 28 Aug 1979.*

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions.

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☐ UNCLASSIFIED☐ INTERNAL  
USE ONLY☐ CONFIDENTIAL☐ SECRET

## ROUTING AND RECORD SHEET

OS REGISTRY

SUBJECT: (Optional) Proposed [redacted], Automatic Data Processing (ADP) Management

\*FILE

FROM: [redacted]  
Policy and Plans Group  
4E-70, Hdqs.

EXTENSION

NO.

DATE

14 AUG 1979

TO: (Officer designation, room number, and building)

DATE

OFFICER'S  
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. C/ISSG  
[redacted]8/27  
C1. For review and comment  
by COB 28 Aug 1979.

2.

3.

4.

5.

6.

7.

8.

9.

10.

11.

12.

13.

14.

15.

05-9-2029

FORM  
3-62

610

USE PREVIOUS  
EDITIONS☐ SECRET☐ CONFIDENTIAL☐ INTERNAL  
USE ONLY☐ UNCLASSIFIED

## ROUTING AND RECORD SHEET

SUBJECT: (Optional) ☐ Proposed ☐ Automatic Data Processing (ADP) Management (Job #8345)

FROM: Acting Chief,  
Regulations Control Division

EXTENSION

NO.

DATE

13 August 1979

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Office of Security
2. Office of Communications
3. Office of Logistics
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.
- 13.
- 14.
- 15.

Attached is a proposed revision of ☐ that is now in coordination. Since your office is mentioned in the draft, a courtesy copy is attached for your information. Please forward any comments by 31 August 1979. If you have not responded by that date, it will be assumed that you concur.

OS-9-2029

STAT

## HQ. INSTRUCTION SHEET

STAT

STAT

REMOVE			INSERT			EXPLANATION
REG. NOS.	PAGE NOS.	DATE	REG. NOS.	PAGE NOS.	DATE	
	51-54	8/13/75				is revised to update policy and responsibilities regarding ADP management and control.
Arrows in the page margin show the locations of the changes described above.						

DISTRIBUTION: AB



**Page Denied**

Next 9 Page(s) In Document Denied